

# City of Wichita Falls



*Blue Skies. Golden Opportunities.*

**Community Development Department**  
Quarterly Newsletter

Issue No. 1

March 2013

## Community Development – Departmental News!

The City of Wichita Falls recently overhauled the city's website. As a result, the Community Development Department website also received a makeover! View the city's new and improved website at [www.wichitafallstx.gov](http://www.wichitafallstx.gov) click on the "Departments" tab then "Community Development" to see Community Development's new site! The website was enhanced to create a more user-friendly experience! Questions or concerns regarding the new website or its content? Please e-mail the planning team at [planning@wichitafallstx.gov](mailto:planning@wichitafallstx.gov).



Helpful information from any of the six (6) Community Development Department Divisions is only a click away:

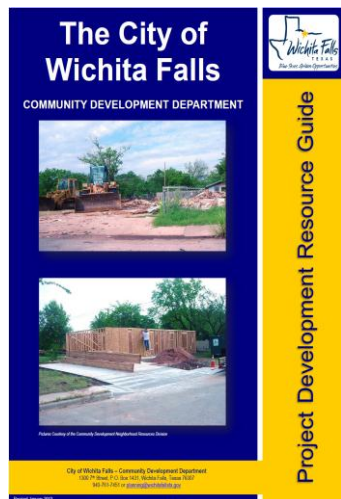
- [Building Inspections](#)
- [Code Enforcement](#)
- [Planning](#)
- [Property Administration](#)
- [Housing Choice Voucher Program](#)
- [Neighborhood Resources](#)

### Newsletter Re-launch!

Community Development is re-launching this newsletter in a new digital format to bring the community the latest and greatest planning and development information on a quarterly basis. This newsletter will also be available via the department's website!

## Planning Division – Planning Tomorrow's Future in a Development-Friendly Way!

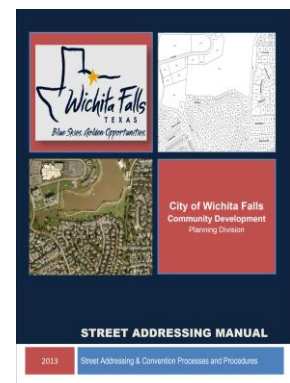
### Zoning and Development Administration



The zoning administration team is responsible for directing zoning and land use development throughout the City of Wichita Falls and in the city's extraterritorial jurisdiction (ETJ). Land use planning includes the articulation, explanation and enforcement of the city's Zoning Ordinance and Subdivision and Development Regulations on a daily basis. As the city continues to grow, the Planning Division will continue to envision and implement sound planning practices to ensure today's success and tomorrow's future.

The planning team also kicked-off 2013 with new plans and projects full speed ahead! The planning team has recently published the new *Project Development Resource Guide* along with the guides or manuals identified below. Please watch the Community Development website for the release of these documents!

- Rural Water Sales Guide
- Platting and Development in the Extraterritorial Jurisdiction (ETJ) Guide
- Street Addressing Manual



## Connecting with the Community

The planning team (comprised of various city divisions and departments) recently re-introduced the pre-development meeting practice. Although pre-development meetings are not *required*, developers and their agents will be encouraged to arrange pre-development meetings with city staff (to include utility companies when needed) to ensure all pertinent details for development are discussed before plats or plans are submitted to city staff. As new development plans are proposed in the City of Wichita Falls, this process will help ensure city staff maintains the highest level of customer-oriented and development-friendly practices!

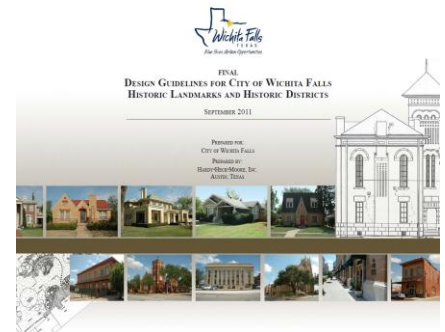
## Long Range Planning Projects on the Horizon!



The City of Wichita Falls hired consultants *Matrix Design Group* to develop a Joint Land-Use Study (JLUS) with Sheppard AFB. This multi-community process is well underway with the successful completion of the first public forum held at the MPEC on Tuesday, January 29, 2013. Please watch the [JLUS website](#) for ongoing JLUS developments and public meetings. Please see Joint Land Use compatibility features on page 7. We anticipate a second public forum in early May when the project consultants return to the Wichita Falls area.

## Historic Preservation

The City of Wichita Falls [Historic Preservation](#) Officer and the Landmark Commission have been working diligently to preserve the history, character, and integrity of some of the city's finest treasures with the recent adoption and implementation of the [Design Guidelines](#) for Historic Landmarks and Districts within the City of Wichita Falls. The Landmark Commission is working monthly to review and approve nomination applications from proud homeowners of historic properties throughout the city. To date, the city has 32 historic landmarks!



Planning staff and the Landmark Commission were recently notified by the Texas Historical Commission that their application for a Certified Local Government (CLG) Grant to fund an update of the city's Historic Preservation Plan and Survey was approved. In conjunction with staff's new field verification process for general zoning administration requirements, planning has implemented a photo inventory of all historic properties in the city! This process will help staff track conditions of historic properties on an annual basis.

## **Development Hot-Spots!**

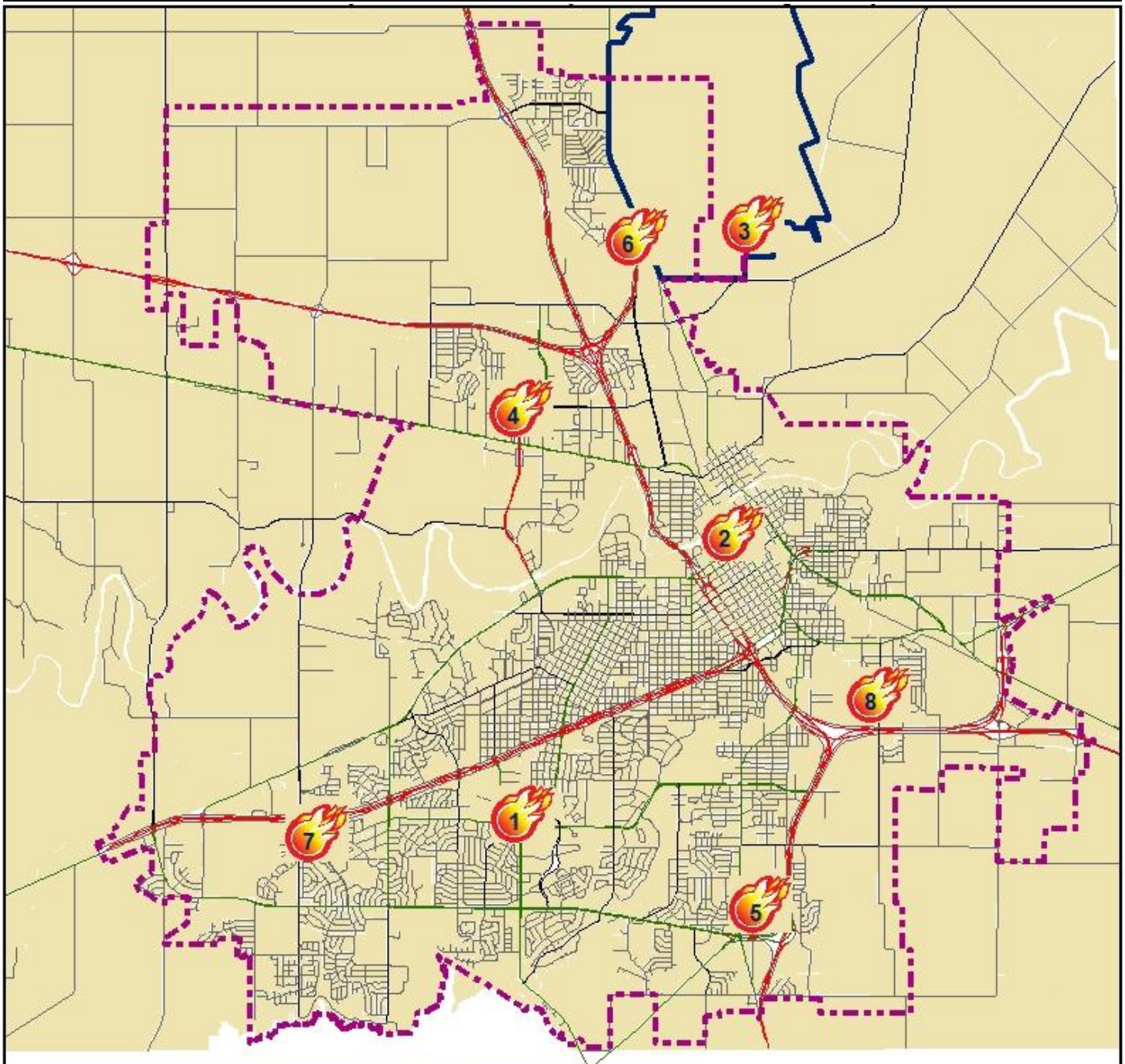


In this issue, Community Development is featuring eight (8) development projects with an estimated commercial development investment of \$13.1 mil. The maps on pages 3 and 4 illustrate the general vicinity for each development followed by individual map tiles for each individual project. The projects are numbered in the table below. The numbers in the table correspond with the map tile numbers – please reference this information as needed.

Project Number	Project Name	Project Address	Project Cost	Bldg. Permit Issued?
1	Chick-fil-A	3614 Call Field	\$550,000	YES
2	City of Wichita Falls Travel Center (Transit Depot)	306 Scott	\$4,000,000	YES
3	City of Wichita Falls Municipal Airport Terminal (Phase 1, Entry Road)	4000 Armstrong	\$5,000,000	YES
4	A new building for J&M Oil Co.	1400 Loop 11	\$175,500	YES
5	A new office building for Echo Meter	5001 Ditto Ln.	\$1,000,000	YES
6	Texoma Community Credit Union	1606 Enterprise	\$200,000	YES
7	New addition for United Regional Clinic	4327 Barnett Rd.	\$2,000,000	YES
8	New building for Texoma's Gujarati Culture Society	2100 Windthorst Rd.	\$200,000	YES

**\$13,125,500**





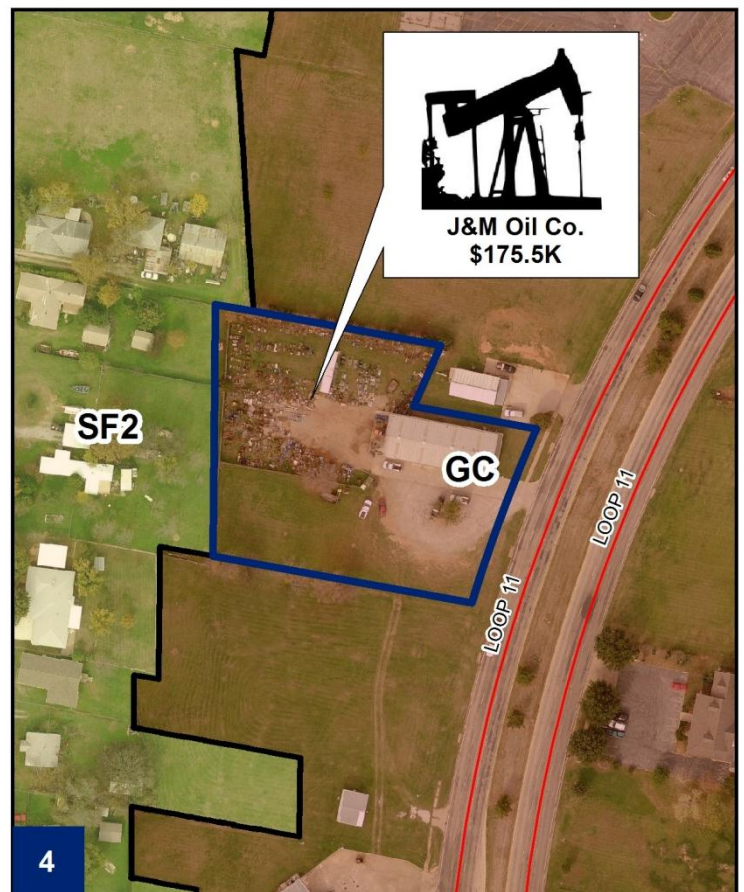
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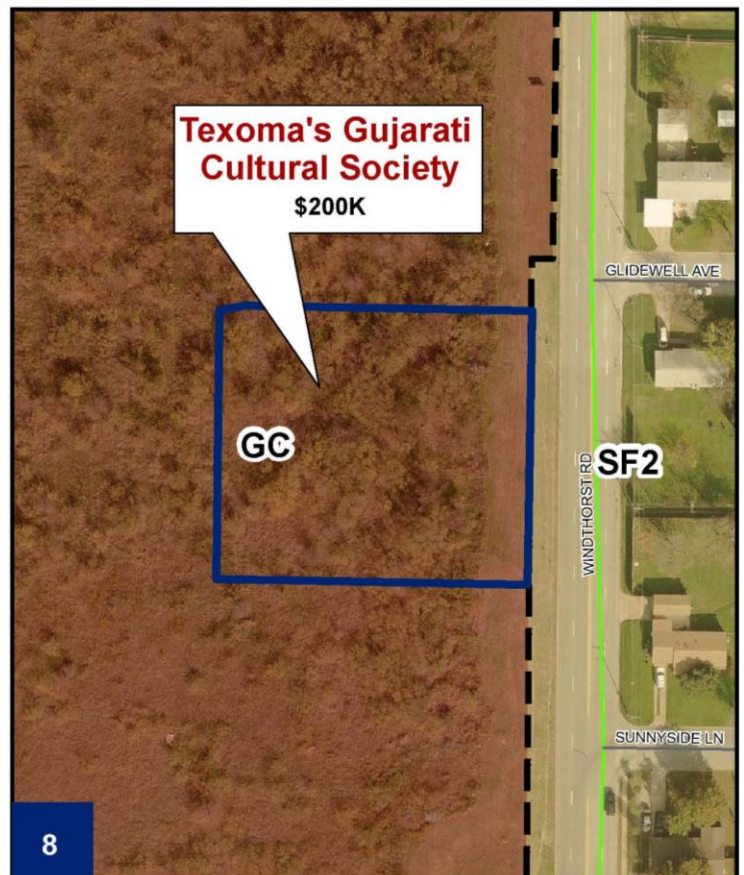
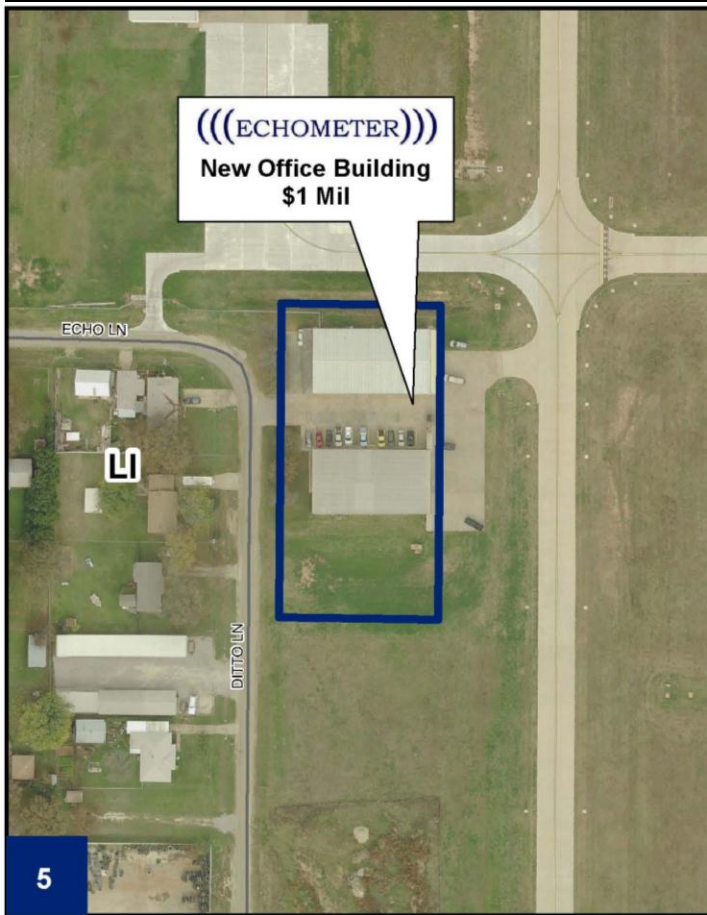
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## Building Inspections and Code Enforcement



Contact [Building Inspections](#) with questions regarding permits, plan submittal or contractor registration. (940) 761-7459



Questions on trash, illegally parked vehicles, signage or [common code violations](#)? Contact code enforcement for help! (940) 761-8841

### Code Enforcement welcomed six (6) new members to its team!

▪ Liz Aduddell ▪ Alex Borrego ▪ Ryan Chavis ▪ Michael Moreno  
▪ Kristina Close-Hoover ▪ Luke Ojeda

With additional staff code enforcement was able to create a sixth [code enforcement zone](#) and assign one code officer to hazardous structures. This restructuring will help improve complaint response times, provide more targeted efforts to improving overall property standards, and help keep this city in tip-top shape! Visit the [code enforcement website](#) for more information.

Since January 1, 2013 the Code Enforcement Division has picked up 70 signs that were illegally placed in the city right-of-way (R.O.W.). As a rule of thumb, 10 feet from the back of the curb inward is considered (R.O.W.). Signs (regardless of content) may not be placed in that area. All signs retrieved from the R.O.W. are held in the Code Enforcement Office store room for 60 days before being destroyed.

## Property Administration

The office of Property Administration deals primarily with issues related to real property. Property Administration staff is responsible for property acquisitions, dispositions, city leases, encroachments, easements, right-of-ways, and records research and maintenance. In addition, this division's staff represents the city as the trustee of the approximately 750 city, county and WFISD excess properties that have been foreclosed for back taxes. As a result, this team is responsible for the administration, disposition, and overall maintenance of the properties. The [Property Administration Office](#) also supervises [lake lots](#), area [lake hunting](#) and the city's [liens](#) division. If you have questions or need further information, visit the [Property Administration website](#) or call (940) 761-8816.

## Housing Choice Voucher Program (HCVP)

The Housing Choice Voucher Program (formerly Section 8 Program) of the City of Wichita Falls has programs for low-income households to help with rental assistance. A portion of the rent is paid directly to the landlord on behalf of the families.



**SPOTLIGHT OF SUCCESS! CONGRATULATIONS HOUSING DIVISION!!** The City of Wichita Falls Housing

Division was rated **High Performer** on the Section Eight Management Assessment Program scores (SEMAP). The Housing Division under the leadership of Pamela Ibarra, Housing Administrator scored 100 points, which is a PERFECT score!

## Neighborhood Resources



The City of Wichita Falls Neighborhood Resources Division administers two primary entitlement grants from the U.S. Department of Housing & Urban Development (HUD). These grants are the Home Investment Partnership Program (HOME) and the [Community Development Block Grant \(CDBG\)](#). Both funding sources are formula-based programs that primarily benefit low/moderate-income neighborhoods, non-profit organizations, persons, and households within the community. Although FY 2014 CDBG entitlement funding amounts are not yet known, Neighborhood Resources will soon begin the application process for local non-profit organizations to apply for CDBG funding. Eligibility requirements and application information can be obtained by calling 761-7448. To view annual and quarterly reports or to learn of other programs, please visit the [Neighborhood Resources Division website](#).



## Landscaping Requirements During Stage 3 Drought Restrictions

On April 2, 2013, City Council will consider a proposed revision of the Landscape Regulations of the Zoning Ordinance to accommodate the Stage 3 or greater drought emergency. If approved, this amendment will allow for the postponement of the required installation of landscaping for commercial projects until such time the restriction is lifted. In the meantime, if you are developing property and have concerns with landscaping requirement, contact the City Planning Office at 940-761-7451 and ask for Marty Odom, Planner III.



## Sheppard AFB Joint Land Use Study - Areas of Compatibility

The compatibility factors below are used to help identify man-made and natural impacts to the missions at Sheppard AFB along with scarce resources in the study area. Each of these factors will be assessed during the JLUS project and potential mitigation recommendations will be attained for future consideration.

Man-Made		Natural Resources
1 Land Use	10 Light and Glare	18 Water Quality / Quantity
2 Safety Zones	11 Alternative Energy	19 T & E Species
3 Vertical Obstruction	12 Air Quality	20 Marine Environments
4 Local Housing Availability	13 Frequency Spectrum	<b>Competition for Scarce Resources</b> 21 Scarce Natural Resources 22 Land, Air, and Sea Spaces 23 Frequency Spectrum Capacity 24 Ground Transportation
5 Infrastructure Extensions	14 Public Trespassing	
6 Antiterrorism / Force Protection	15 Cultural Sites	
7 Noise	16 Legislative Initiatives	
8 Vibration	17 Interagency Coordination	
9 Dust / Smoke / Steam		

Stay tuned for more information about the City's Joint Land Use Study, which will be featured in Issue 2 of the Community Development Newsletter!